

ROUTING AND TRANSMITTAL SLIPDate
30 AUGUST 1985

| TO: (Name, office symbol, room number, building, Agency/Post) | | Initials | Date |
|--|-----------------------|----------|------|
| 1. | DIRECTOR OF PERSONNEL | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

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|--------------|----------------------|------------------|
| Action | File | Note and Return |
| Approval | For Clearance | Per Conversation |
| As Requested | For Correction | Prepare Reply |
| Circulate | For Your Information | See Me |
| Comment | Investigate | Signature |
| Coordination | Justify | |

REMARKS

#1. ACTION

PLEASE PROVIDE THE DDA'S OFFICE WITH
A COPY OF YOUR RESPONSE TO OLL.

SUSPENSE DATE TO OLL: COB 6 SEPTEMBER

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

| | |
|------|----------------|
| FROM | Room No.—Bldg. |
| | Phone No. |

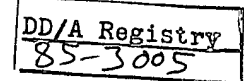
5041-...

* U.S.G.P.O.: 1983 - 421-529/320

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

REFERENCE

STAT



OLL 85-2554/1
29 August 1985

MEMORANDUM FOR: DDA
D/OP
C/ALD/OGC

FROM:

Legislation Division
Office of Legislative Liaison

STAT

SUBJECT: Congressional Request for Information
on Agency's "Parental Leave" Policy -
Request to Provide Suggested Response

1. Attached for your review and response to this office, please find a copy of a letter to the Director of Personnel from Representative Schroeder, Chairwoman, Subcommittee on the Civil Service, House Post Office and Civil Service Committee. The letter asks the Agency to provide to the Subcommittee with information on the Agency's policies regarding "parental leave". This office has been assigned responsibility to prepare an appropriate response. In order to do so, we ask that you provide this office with your suggested responses to the questions contained in the letter. In particular, we ask you to provide information concerning any Agency regulation or policy on or relating to the subject of "parental leave". We also ask that you indicate whether or not any of the answers to the questions, particularly questions 8 and 9, would require the disclosure of classified information.

3. As the letter requests a response by Tuesday, 10 September 1985, we ask that your response be received in this office by the close of business Friday, 6 September 1985. Responses may be provided to [redacted] of this office or to me.

STAT

4. Your prompt cooperation is most appreciated.

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Attachment
as stated

85-2554

PATRICIA SCHROEDER, COLORADO, CHAIRWOMAN
GERRY BUCKLEY (MINNESOTA) CHARLES PASHAYAN, JR., CALIFORNIA
MERLYN M. DYMAALLY, CALIFORNIA FRANK HORTON, NEW YORK

U.S. House of Representatives
COMMITTEE ON POST OFFICE AND CIVIL SERVICE
SUBCOMMITTEE ON CIVIL SERVICE

122 CANNON HOUSE OFFICE BUILDING

Washington, DC 20515

TELEPHONE (202) 225-4025

August 21, 1985

Mr. Robert W. Magee
Director of Personnel
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Magee:

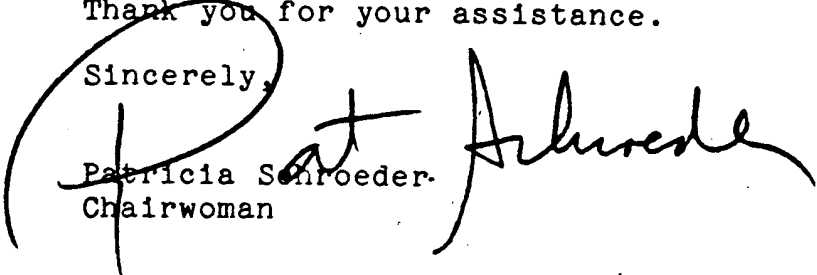
The Subcommittee on Civil Service is looking into the leave policies provided by Federal departments and agencies for working parents. Please assist us in this effort by responding to the following questions:

- 1) Do you have an agency-wide policy for granting parental leave?
- 2) If so, please describe the policy in detail and provide copies of any written materials you may have relating to this policy.
- 3) If there is no official agency-wide policy, how are requests for maternity leave handled?
- 4) How are requests for paternity leave handled?
- 5) Are unpaid leaves offered or provided to mothers? For how long a period of time? Is job protection guaranteed?
- 6) Are unpaid leaves offered or provided to fathers? For how long a period of time? Is job protection guaranteed?
- 7) How many of your agency's employees were granted maternity leave in the last 12 months? What was the average length of time?
- 8) How many of your agency's employees were granted paternity leave in the last 12 months? What was the average length of time?
- 9) Do you feel that you have sufficient legal authority to deal with the parental leave situation?

Please respond to these questions by September 10, 1985. If you have any questions, contact Ellen Battistelli at 225-4025.

Thank you for your assistance.

Sincerely,


Patricia Schroeder
Chairwoman